NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

NEBRASKA DEPARTMENT OF TRANSPORTATION

TRANSIT SECTION

DBE GOAL SETTING METHODOLOGY FY 2021-2023

GoNEWhere

For

U.S. Department of Transportation
Federal Transit Administration

September 2020

FTA DBE Goal Setting Methodology for 2021-2023

Nebraska Department of Transportation (NDOT) Transit Section

To comply with 49 CFR Part 26, the Nebraska Department of Transportation (NDOT), Transit Section, established an overall DBE goal based on the availability of ready, willing and able DBEs relative to the availability of all ready, willing, and able businesses within the same industry. Industries are identified using the North American Industry Classification System (NAICS).

NDOT's FY 2021-2023 FTA DBE Goal = 0.53%

Step 1: Definition of "Local Market Area"

For the purpose of calculating the DBE goal, the State of Nebraska is the local market area.

Step 2: Base Figure Calculation

The base figure was calculated using the relative availability of DBEs in relation to the availability of non-DBE firms in the state for the types of contracts we anticipated awarding. The NDOT DBE directory and U.S. Census Bureau data were used to determine the base figure. The NDOT DBE directory provided information regarding the availability of all ready, willing, and able businesses certified by NDOT. The Census Bureau data in Nebraska was analyzed to determine the number of all businesses available in the market within the same NAICS codes.

To determine contracting opportunities in the NAICS work classifications referenced in the tables below, the following sources were used:

1. Funds requested for the work classifications of insurance, maintenance (building and vehicle), and office supplies were calculated from the fiscal year 2020-2021 Section 5311 operating assistance applications. Funding requests have remained consistent from year to year, so the funds requested for FY21 were used as a base figure to estimate funds through 2023.
2. There are currently three capital construction projects in the planning stages. Future projects may include additional bus storage facility construction in the rural areas.
3. RLS and Associates, , Inc., an NDOT approved DBE firm , is currently contracted with NDOT to provide drug and alcohol testing compliance to the Transit Section and subrecipients. The contract expires in 2020 but NDOT intends to re-bid the contract.
4. NDOT currently contracts with a consultant for a statewide mobility management project. The current agreement expires March 2022 and will likely be extended. A sub-consultant on this project is DBE certified in Nebraska.

5. NDOT currently contracts with the University of Nebraska for a variety of services including driver training, software development and marketing. The contract will be extended through 2023.
6. Enterprise Rideshare has recently been contracted by NDOT to provide a statewide turnkey vanpool program in Nebraska. The contract extends through 2021 and will be re-bid.
7. Future, potential FTA-funded contracts for 2021-2023 include a re-bid for our drug and alcohol testing compliance project. It is estimated these contracts could total $2,500,000
8. After reviewing the above, the current and potential contracting opportunities are estimated at a total of $12,255,663 in contracting opportunities for fiscal years 2021-2023.

NAICS	2020 NAICS Classification	DBE Firms	All Vendors
2300	Construction	13	2,244
4400	Trade (office supplies)	0	2,123
5242	Finance and insurance	2	1,299
5416	Professional, scientific and technical	32	1,484
8111	Other services – general auto and building repair	0	1,682
	TOTAL	**47**	**8,832**

Ready, willing and able DBEs

All ready, willing and able firms (DBE & non-DBE)

$$\frac{47}{8,832} = .53\%$$

Step 3: Past DBE participation

DBE participation for the past three fiscal years is summarized below. **No adjustments were made due to past participation.**

State Fiscal Year	**Achieve Participation** (avg. of semiannual reports)
2018	4.71%
2019	.60%
2020	

The limited amount of primes and sub-contractor participation is the justification for using entirely race-conscious measures for meeting the current DBE goal. However, race-neutral means may still be used to meet all or part of the DBE goal.

Step 4: Percent of awards by NAICS Classification

To determine the weight of each factor, project amounts are assigned relevant NAICS codes.

NAICS	2017 NAICS Classification	Amount of Federal Funds	% of total DOT funds
2300	Nonresidential Building Construction	$1,907,000	15%
4400	Office supplies	$3,052,029	25%
5242	Finance and Insurance	$1,637,400	13%
5416	Professional, scientific and technical	$3,984,634	33%
8111	General Automotive Repair	$1,674,600	14%
	TOTAL	**$12,255,663**	

Step 5: Consultation and Solicitation of DBE Participation

The DBE goal was available for public comment on NDOT's Transit website at nebraskatransit.com and on our Facebook page. The goal and summary were posted from July 20, 2020 through August 20, 2020 in both English and Spanish. No comments were received by NDOR during this timeframe.

The final mailing list to potential DBEs included 16,121 records. A brochure was also updated and included with a letter explaining the program and inviting applications.

In addition, NU compiled a list of over 150 community leaders, Nebraska chambers of commerce, business development centers, etc. Letters sent to these organizations explained the program, included the new DBE brochure and invited their participation to promote and support the program at a local level. Sample letters and the brochure are included as attachments in Exhibit A.

Step 6: Notification on Contracting Opportunities

All state requests for proposals are advertised on the Nebraska Department of Administrative Services website. For non-state projects, notifications are placed in local newspapers.

Contracting opportunities for transit related projects are limited. Over half of NDOT's 126 certified DBE companies are out of state. Approximately 28% of the in-state DBEs are located in the large urban areas with the remaining in the rural areas.

Step 7: Methods to Meet the DBE Goal

Part 49 CFR 26.51 requires an overall goal submitted with the methodology to meet the DBE participation within a program. The following is a list of those methods to be implemented by NDOT Transit Section and Civil Rights Office:

1. The DBE Coordinator presents NDOT's DBE program at business and contractor related events across the state.
2. NDOT is in the process of contracting with a consultant to develop and provide a DBE training program across the state.
3. The Coordinator also provides technical assistance as required to complete the application process.
4. A brochure explaining the program and application requirements is distributed as needed.
5. We will place a notice of the approved DBE goal on the NDOT Transit Section website at nebraskatransit.com.

APPENDIX

Page 7 - 8	DBE Promotional Brochure
Page 9	NDOT Organization Chart
Page 10	Letter to Community Organzations
Page 11	Letter to Potential DBEs
Page 12	Facebook and Website Request for Public Comment Notice
Page 13 - 18	Newspaper Public Notices

What is the Nebraska Department of Transportation Disadvantaged Business Enterprise Program?

The Nebraska Department of Transportation (NDOT) Disadvantaged Business Enterprise (DBE) Program provides support to small businesses owned and operated by women, minorities, and other socially and economically underrepresented individuals. The NDOT DBE Program is intended to promote the success of small businesses by giving them a fair chance to compete for federally-assisted transportation contracts. The overall goal of the program is to eliminate barriers to the success of small businesses that could occur as a result of past or present discrimination.

The Nebraska Department of Transportation is dedicated to ensuring that no person, on the basis of race, color, religion, sex, or national origin, is denied the benefits of or subjected to discrimination under its programs and services. For information on the agency's Title VI program, contact (402) 479-3553.

Nebraska Department of Transportation

Disadvantaged Business Enterprise Program

NEBRASKA

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What can the NDOT DBE Program do for my small business?

By participating, a qualifying small business can become certified as a Disadvantaged Business Enterprise (DBE). A Certified DBE has the advantage of being listed on NDOT's Certified DBE Directory. Contractors refer to this directory exclusively when they are seeking DBEs to perform work on transportation-related projects in Nebraska. Therefore, becoming a Certified DBE can increase a small business' visibility to contractors, and may lead to new work opportunities.

How does a small business become involved in the NDOT DBE Program?

To participate, a small business must apply for DBE certification through the NDOT DBE Program Office. During the application process, the business will be asked to provide documentation demonstrating that it meets certain DBE eligibility requirements set forth by the U.S. Department of Transportation.

What are the eligibility requirements to become a DBE?

To obtain DBE certification, the applying business must meet specific criteria as set by the federal government. A NDOT DBE coordinator will explain these requirements in detail, but they can also be found on the NDOT DBE Program website. Examples include:

- The business must be at least 51% owned by a socially and economically disadvantaged individual or individuals, such as women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian-Pacific Americans, or other minorities found to be disadvantaged by the U.S. Small Business Administration; or other individuals who can demonstrate they have been subjected to prejudice or cultural bias in American society due to their race, ethnic origin, disability, or other cause.
- The firm must be a small business as defined by the U.S. Small Business Administration.
- Owners must have a personal net worth of less than $1.32 million, excluding some items such as the individual's ownership interest in the applicant firm and his or her equity in a primary residence.

Interested parties should visit the NDOT Civil Rights Office website at https://dot.nebraska.gov/business-center/civil-rights/ for more information on eligibility requirements:

How do I learn more and begin the application process?

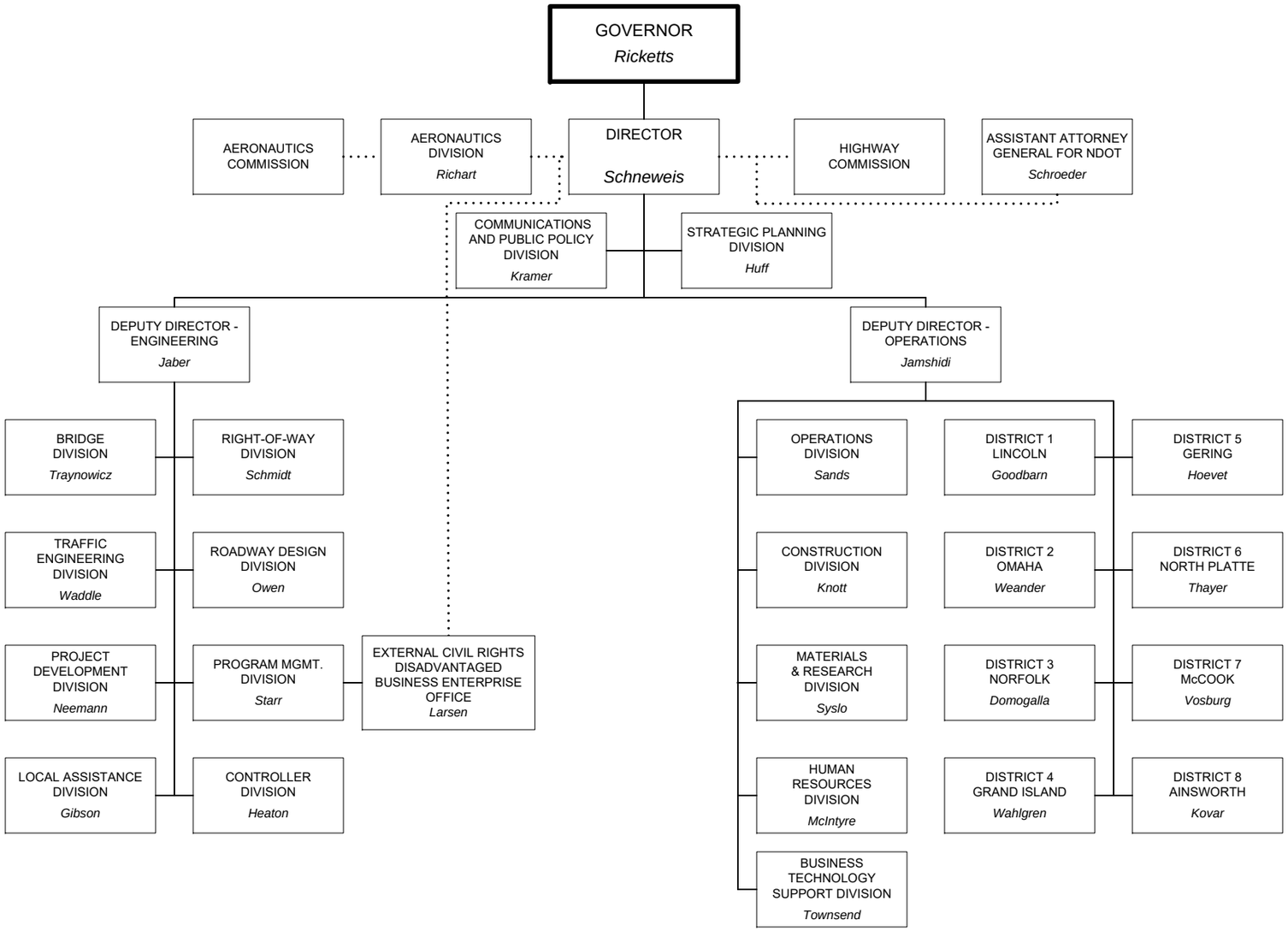
For more information about the NDOT DBE Program, visit the NDOT Civil Rights Office website at https://dot.nebraska.gov/business-center/civil-rights/; or contact Troy Larsen at the NDOT Civil Rights Office at (402) 479-4531 or troy.larsen@nebraska.gov.

Information can be obtained in languages other than English upon request.

State of Nebraska
Department of Transportation

Organizational Chart

Lincoln Headquarters



NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

Pete Ricketts, Governor

Date

Inside Address

Dear Mr., Ms. Last Name:

This letter is to inform you that the Nebraska Department of Transportation (NDOT) is seeking small businesses to participate in its Disadvantaged Business Enterprise (DBE) Program. We are requesting your assistance in promoting the program to eligible businesses in your community.

The purpose of the DBE Program is to provide support to small businesses owned and operated by women, minorities, and other socially and economically underrepresented individuals. The DBE program promotes the success of small businesses by giving them a fair chance to compete for federally assisted transportation contracts. The overall goal of the program is to eliminate barriers to the success of small businesses that may occur because of past or present discrimination.

By participating in the NDOT DBE Program, qualifying small businesses can become certified as a DBE. Certified DBEs have the advantage of being listed on NDOT's Certified DBE Directory. Contractors refer to this directory exclusively when they are seeking DBEs to perform work on transportation-related projects in the State of Nebraska. Contractors are required to meet participation goals for DBE businesses. Therefore, becoming certified as a DBE can increase a firm's visibility to contractors, and may lead to new work opportunities.

To participate in the NDOT DBE Program, firms must apply for DBE certification through the NDOT Highway Civil Rights Office. During the application process, the business will provide documentation demonstrating that it meets certain DBE eligibility requirements set forth by the federal government. For more information on the DBE Program and to begin the application process, visit the NDOT Civil Rights homepage at http://www.roads.nebraska.gov/business-center/civil-rights/, or contact Troy Larsen at (402) 479-4531 or troy.larsen@nebraska.gov

Enclosed please find a brochure with additional information. We appreciate your feedback and ideas as to how we can outreach to eligible businesses in your community.

Best Regards,

Kari E. Ruse
NDOT Transit Manager
402-479-4694
kari.ruse@nebraska.gov

Kyle Schneweis, P.E., Director
Department of Transportation

MAILING ADDRESS
PO Box 94759
Lincoln, NE 68509-4759

PHYSICAL ADDRESS
1500 Highway 2
Lincoln, NE 68502

PHONE 402-471-4567
EMAIL NDOT.ContactUs@nebraska.gov

dot.nebraska.gov

NEBRASKA

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DEPARTMENT OF TRANSPORTATION

Pete Ricketts, Governor

Date

Inside Address

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To participate in the NDOT DBE Program, firms must apply for DBE certification through the NDOT DBE Program Office. During the application process, the business will provide documentation demonstrating that it meets certain DBE eligibility requirements set forth by the federal government. These requirements are detailed on the NDOT Civil Rights homepage at http://www.roads.nebraska.gov/business-center/civil-rights/. To apply or get additional information contact the NDOT Highway Civil Rights Office directly at (402) 479-4531.

Your participation in the NDOT DBE Program is welcome and appreciated.

Best Regards,

Kari E. Ruse
NDOT Transit Manager
402-479-4694
kari.ruse@nebraska.gov

Kyle Schneweis, P.E., Director
Department of Transportation

MAILING ADDRESS
PO Box 94759
Lincoln, NE 68509-4759

PHYSICAL ADDRESS
1500 Highway 2
Lincoln, NE 68502

PHONE 402-471-4567
EMAIL NDOT.ContactUs@nebraska.gov

dot.nebraska.gov

https://nebraskatransit.com/index.php/dbe/

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FY21-23 NDOT Transit Disadvantaged Business Enterprise Goal

DBE Notice from NDOT

The Nebraska Department of Transportation, in collaboration with the University of Nebraska at Omaha, is gathering public comments to assess the Disadvantaged Business Enterprise Outreach Goal's methodology. The Disadvantaged Business Enterprise Outreach report will use the information received during the public comment period.

The comment period closes August 20, 2020.

Comments can be submitted **online**; emailed to kari.ruse@nebraska.gov; or mailed to the address below.

For more information contact: Kari Ruse, Transit Manager, Nebraska Department of Transportation, Lincoln, NE, 68509; kari.ruse@nebraska.gov; voice telephone: (402) 479-4694; Fax: (402) 479-3884.

Like Follow Share

Write a comment...

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Nebraska Transit

@nebraska.transit

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Nebraska Transit

July 20 ·

The Nebraska Department of Transportation Public Notice for Disadvantaged Business Enterprise Goal is available on https://nebraskatransit.com/index.php/dbe/. Public comments regarding the goal may be submitted online through the link on the website. The public comment period will close August 20, 2020.

Like Comment Share

NOTICE OF PUBLIC COMMENT PERIOD

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18137-31 ZNEZ

AFFIDAVIT OF PUBLICATION

State of Nebraska }
Brown County } SS:

Debbie Gillam, being first duly sworn, on his oath deposes and says: that she is an employee of the *AINSWORTH STAR-JOURNAL,* a legal newspaper under the statutes of the State of Nebraska, printed and published weekly in Ainsworth, Brown County, Nebraska, and of general circulation in said county; that affiant has personal knowledge of the fact that the annexed notice, as per clipping attached, was published and printed in said newspaper in regular issues thereof on the following dates, to wit:

July 29, 2020
_____, 2020
_____, 2020
_____, 2020
_____, 2020

Debbie Gillam
Publisher or Foreman

29 day of July, 2020

Kathy S. Worrell
Notary Public

My Commission Expires

Fees: $11.35

GENERAL NOTARY - State of Nebraska
KATHY S. WORRELL
My Comm. Exp. March 20, 2021

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For more information con-

Affidavit of Publication

Box Butte County } SS.
State of Nebraska }

Shaun Friedrichsen, being first duly sworn, deposes and says that he is Publisher of the Alliance Times-Herald, a legal newspaper, under the statutes of the State of Nebraska, published in Box Butte County; that said newspaper circulation in Box Butte County and that to his personal knowledge, the notice, is a true copy of which is here to annexed, was published in said newspaper for 1 week(s) on the following dates:

Shaun Friedrichsen

Subscribed in my presence and sworn before me this

29th **day of** July **20** 20

Fee $ 11.45

Erica L. Chipperfield

State of Nebraska – General Notary
ERICA L CHIPPERFIELD
My Commission Expires
November 21, 2023

Federal I.D. Number 47-0368289

Publisher's Affidavit McCook Gazette

STATE OF NEBRASKA
RED WILLOW COUNTY
SS

Brenda Gillen, Being first duly sworn, deposes and says that she is the Business Manager of the McCook Gazette, a legal newspaper published on Tuesday, Thursday and Friday, at McCook, Red Willow County, Nebraska; and or general circulation in said county; that said newspaper, at the time of publication of the attached notice had a bona fide circulation of not less than three hundred copies each daily issue, and had been published within said county for fifty-two consecutive weeks prior to the beginning of the publication of the attached notice; and that said newspaper is printed in whole in an office maintained at the place of publication. Affiant further says that a notice, of which the attached is a true copy, was published in the regular and entire issue of said newspaper, and not in supplement, on the following date:

7.28 20 20	20
20	20
20	20
20	20
20	20
20	20

Brenda Gillen

Subscribed in my presence and sworn to before me this 28 day of July 20 20

Sharon L Holmes
Notary Public

GENERAL NOTARY - State of Nebraska
SHARON L HOLMES
My Comm. Exp. February 24, 2024

PUBLISHER'S FEE $ 14.80

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Publish: July 28, 2020

THE NORTH PLATTE TELEGRAPH

PO Box 370
North Platte, NE 69103-0370

AFFIDAVIT OF PUBLICATION

State of Nebraska}
ss.
County of Lincoln}

Shelly Greeley

being by me first duly sworn on oath says that she/he is employed by the North Platte Telegraph, Nebraska, a newspaper published in North Platte, Nebraska, and personally knows that said newspaper is a legal daily,except Monday, newspaper under the statutes of the state of Nebraska, having a bonafide circulation of over three hundred copies, has been published in said county for more than fifty-two successive weeks prior to the first publication of the attached notice and is printed in an office maintained in the city of North Platte, in said county, which said city is the place of its publication; that the notice hereto attached was published in said newspaper in the regular issues thereof.

July 28, 2020

LEGAL NOTICE

Notice of Public Comment Period

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Published in the North Platte
Telegraph
North Platte, Nebraska
July 28, 2020

Dated this 28th day of July, 2020

Shelly Greeley

Shelly Greeley

Subscribed in my presence and sworn before me this 28th day of July, 2020

Linda L Sedlacek

Notary Public

[SEAL] GENERAL NOTARY - State of Nebraska
LINDA L. SEDLACEK
My Comm. Exp. June 13, 2021

Printer's Fee: **$22.54**
Customer Number: 1049179
Order Number: 0000160031

LEGAL # L20 - 490

L20-490
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[Published in the Sidney Sun-Telegraph,July 29, 2020]

AFFIDAVIT OF PUBLICATI

The undersigned, being duly sworn deposes an
Principal Clerk of the SIDNEY SUN-TELEGRAP
newspaper of general circulation in Cheyenne
Nebraska, and that a notice entitled:

Notice of Pubic Comment Per

a true copy of which is hereto attached and mac
was published in said newspaper 1 consecu
the first publication having been made the
29 day of July 2020
and the last publication having been made the
29 day of July 2020
that said newspaper has been published weekly i
language at the City of Sidney, within said county
fifty-two consecutive weeks, immediately prior to
publication above, and once every week successi
day, and during all said times has had and now ha
circulation of more than 300 copies weekly and c
time has been and now is printed in whole or in p
maintained by the Publishers at the said place of p

Dana Kewell

****

Subscribed in my presence and sworn to before m
this 29 day of July 2020

Jennifer D. Alexander
Notary Public

My commission expires 11-1-2020

(SEAL)

GENERAL NOTARY - State of Nebraska
JENNIFER D. ALEXANDER
My Comm. Exp. November 1, 2020

Star★Herald

PO Box 1709
Scottsbluff, NE 69363

AFFIDAVIT OF PUBLICATION

State of Nebraska
County of Scotts Bluff } ss.

I, (the undersigned) do solemnly swear that I am the Accounts Receivable Bookkeeper of the Star-Herald, a legal newspaper of general circulation, published daily except Mondays, at Scottsbluff, Scotts Bluff County, Nebraska; that the notice hereto attached and which forms a part of this affidavit was Published in said paper, and that said notice was published in the regular and entire issues and every number of the paper on the days mentioned, the same being the corresponding day of each week during the period of time of publication and that said notice was published in the newspaper proper and not in the supplement, with insertion date(s) having been on:
07/28/2020

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Published in the Star-Herald
Scottsbluff, NE
1t. July 28, 2020

Chera J. Gabis

Subscribed in my presence and sworn before me
this 28th day of July, 2020

ERIC N. HOFFMAN
General Notary – State of Nebraska
My Commission Expires Dec 15, 2021

Notary Public

Printer's Fee: $10.36
Customer Number: 1049187
Order Number: 0000160092